



ADDENDUM #1

October 14, 2016

TO: PROPOSERS UNDER REQUEST FOR PROPOSAL
RFP NO. 16-500417

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia
For additional information, go to:
<http://yourdekalb.com/purchasing/index.html>.

ADDENDUM NO. 1

RFP No. 16-500417 "Professional Services for Implementation of Oracle Hyperion Planning and Budgeting Cloud Services for Public Sector" is hereby modified as follows. The following questions were received. Answers provided are in *italic*.

1. RFP references Hyperion Planning and Budgeting Cloud Services (PBCS) as the product to be installed, we believe Hyperion Enterprise Planning and Budgeting Cloud Services (EPBCS), a different product offered by Oracle would be a better fit. Is EPBCS an acceptable alternative or have you selected PBCS?

A. It is the County's intent to subscribe to Oracle Planning & Budgeting Cloud Service. No alternatives are acceptable.

2. Currently only 8 users have access to the PSB tool used today, how many users do you anticipate with the new application and what are the different types of users? Managers, analysts? Who will be doing data input and who will be using for reporting or analysis?

A. It is the County's intent to obtain approximately 150 user licenses with varying levels of security. The levels of security will be determined as part of project planning/requirements gathering phase of the project.

3. Currently 3 years of data are presented in budget reports. Requesting ten years of historical data is a significant increase which will require significant data validation. Please confirm need for ten years of data and is it actuals, budgets, forecasts, etc and is there a one for one match of meta data, e.g. cost centers, accounts, projects, position codes, etc.

A. Ten years of actuals and budget data is the County's request. Building a separate history cube for historical reporting can be entertained during the requirements gathering phase of the project along with any mapping needs of the meta data.

4. Elsewhere in the document references implementing Hyperion Planning and Budgeting Cloud Services (PBCS), here it references Hyperion Public Sector Planning and Budgeting Suite (PSPB) which is a different product. There is currently no Hyperion Public Sector tool in the cloud. Please confirm which tool will be used in the implementation.

A. It is the County's intent to subscribe to Oracle Planning and Budgeting Cloud Services. Page 4, Section II.A.1.a should read Planning and Budgeting Cloud Services.

5. Please provide number of users to be trained and types of users. In section II.A.12 it states 10 users, section II.B.2 appears to be a much larger number to be trained.

A. It is the County's intent to obtain approximately 150 user licenses. Training will occur for end user, administrators, and or super users.

6. How many environments will be used in deployment, development, test, production? Has this been included in license discussions with Oracle?

A. The exact number will be determined as part of project planning/requirements gathering phase of the project. At minimum, the County will require a test and production environment.

7. Can work be performed offsite of County facilities, would save on travel cost and cloud based applications can be accessed equally from any location?

A. The County is open to remote work on this project but it should be limited and agreed upon by both parties.

8. Assuming this is from ledger and contains lower level of detail than what is to be budgeted. Please confirm that Period, Fund, Cost Center and Object would be key fields and all other data summarized at that level of detail.

A. The report represents an un-summarized line item detail of the transactions that shows debits and credits which post at the fund, cost center and object level. Additional clarification on reporting needs can be discussed during the data gathering phase of the project.

9. Is Department and Cost Center same or different fields (see Budget vs Actuals report compared to Ledger Report), appears as if Dept might be a subtotal or summary of detail cost centers? Please confirm.

A. Dept is a rollup summary of individual cost centers

10. Is FundClass a summary of Fund?

A. FundClass is a category designed to group various funds together.

11. How many different positions or employees are in the budget, actuals, etc.? How are positions / Employees related to each other?

A. Staff expense is budgeted for approximately 6,100 employees. In most instances there is a one-to-one relationship between a position and employee. There are instances in which a position may hold more than one employee.

12. Are you open to changes to the current business process given that this will be SaaS implementation?

A. Yes, the County is open to changes in the business process.

13. Is DeKalb Co planning to have a process and product SME who is going to take part in the implementation ?

A. Representation from the county will include but not be limited to staff from IT, HR, Budget, and Finance, the number of participants has not been determined at this time.

14. Does DeKalb Co have any restrictions with a project team that includes partial offshore outside of US delivery model ?

A. The County will accept an on-site/off-site delivery model but not an offshore delivery model.

15. What is the scope on training ? Can we assume train the trainer approach to be sufficient?

A. Each proposer should provide their recommendation on training based on a reasonable rationale such as a best practice or experience.

16. This being Cloud implementation we want to propose Agile Implementation approach. Are you open to adopting to the Agile Methodology for the implementation?

A. Yes, the County is open to an Agile Implementation Approach.

17. Can you share your IT Security policy? This will be utilized to validate compliance with the SaaS solution we'll propose.

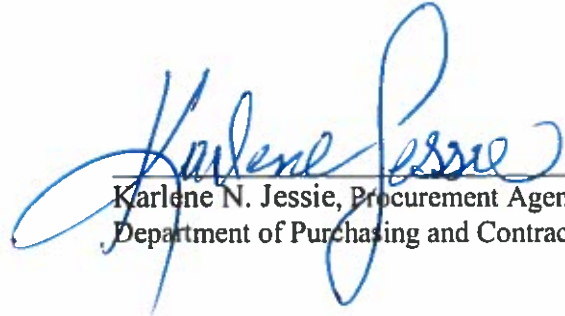

A. We do not have a policy specifically related to SaaS. The County has implemented other SaaS solutions and we will work with selected vendor on compliance.

18. Is there any existing integration hub to manage integration routing or it is all point-to-point now?

A. There is no existing integration hub to manage integration routing. It is all point-to-point.

19. All other conditions remain in full force and effect.

20. Please acknowledge addenda by signing and returning the Addendum form.


Karlene N. Jessie, Procurement Agent
Department of Purchasing and Contracting 

ACKNOWLEDGEMENT

The above Addendum #1 is hereby acknowledged:

Company Name

Signature & Title